

TONOPAH TOWN BOARD
MEETING MINUTES
AUGUST 22, 2018
Tonopah Convention Center
301 Brougner Avenue, Tonopah, NV 89049

Tonopah Town Board Vice-Chairman Don Kaminski called the meeting to order on August 22, 2018 at 6:00 p.m. Also present were Clerk Jerry Elliston and Board Member Roni Link. Chairman Duane Downing and Board Member Mike Sain were absent. Seventeen others were in attendance. Vice-Chairman Don Kaminski led in the Pledge of Allegiance.

The Board recessed between 6:06 p.m. and 6:16 p.m.

Items were taken out of order to accommodate petitioners.

The Town Board recessed to the Library Board of Trustees at 6:31 p.m. and reconvened as the Town Board at 6:42 p.m.

1. Public Comment

Bryan and Alisha Brown showed a belt buckle and t-shirt from the Tonopah Trail Challenge held in August. Ms. Brown pointed out that it was a very successful event and she thanked the Town Board for their support for the past eight years. Ms. Brown noted that there was one issue with the facility. She explained that she rented the rodeo grounds from Friday through Sunday, paying fees for these specific days. She stated that the corrals were not cleaned until 11 a.m. on Friday even though she came to the Town Office the Tuesday before the event to remind staff. Ms. Brown explained that she had to have horses stay at her own corrals as the Town corrals were not ready. She suggested the facility be better taken care for other users in the future, especially since they are paying a user fee and corral rental fee.

Vice-Chairman Don Kaminski asked for a moment of silence for Chairman Duane Downing.

2. Announcements

Vice-Chairman Don Kaminski pointed out that the new rescue truck is parked outside the Convention Center so that everyone in attendance can see it. He emphasized that the Town Board Members will be looking at it as well but will not be discussing Town business.

Fire Chief Rob Elliott thanked the Town Board for their support. He stressed that the Tonopah Volunteer Fire Department now has a functional truck that will not get stuck in the desert. He pointed out that the truck has only been in Tonopah since Saturday. He added that he picked the truck up in Salt Lake City, UT. On the way back to Tonopah, he and volunteer Kalei Elliott came off the freeway to sirens everywhere. They asked what was going on and were told that the firefighters who lost their Chief in the Mendocino fire were having a tribute. The Chief and Mr. Elliott participated in the tribute.

Chief Elliott, Tonopah Volunteer Fire Fighters, Town Board Members, staff members, and members of the public looked at the new rescue truck from 6:06 p.m. to 6:16 p.m. The Board took a recess. No Town business was discussed.

3. Town Board Member's/ Department Manager's/ Nye County Commissioner's Comments

None.

7. Discussion, deliberation and possible action to approve plans to refurbish/restore the Silver Top headframe located on Town property as presented by the Tonopah Historic Mining Park Foundation.

Stretch Baker and Don Southwick of the Tonopah Historic Mining Park Foundation presented the item. Mr. Baker stated that the Foundation has been looking at this project for a while. He pointed out that they added stabilization plates, but pieces of the headframe are falling off. He added that the headframe has swayed a couple of feet in the last decade. Mr. Baker explained that the Foundation has been working on a plan for the refurbishing and restoration but need permission to do the work from the Town as the headframe is located on Town property.

Mr. Baker pointed out that the Foundation received \$100,000 in grant funding from the State Historic Preservation Office (SHPO), held fundraisers, and has received donations. He stated that the headframe will be taken apart for a while but they will try to hurry to get it fixed so that it can get set up again. He noted that the plan is to remove the head wheels, doing the dirt work, and get brackets so the headframe will stay together. Mr. Baker stressed that the foundation needs work and the headframe will possibly have to have metal added to stabilize it. He emphasized that the height will remain the same and will be placed back in its original location. He noted that the Foundation will get pictures and 3D records of everything. He added that the Foundation will consult SHPO before any work is started to ensure they comply with all requirements.

Mr. Baker noted that the Foundation has a three or four step plan they think makes sense. Board Member Roni Link asked whether the headframe will last another 100 years after the restoration. Tourism/Events Coordinator Shari Bombard stressed that she thinks it will. She added that the Foundation did a good job on the Mizpah shaft restoration. She pointed out that there have been discussions to open the Silver Top headframe up as well so that visitors can look down. Tour Guide Jeff Martin stressed that the shaft is 700 feet deep.

Vice-Chairman Don Kaminski asked what the timeframe for the restoration will be and when the project will start. Ms. Bombard clarified that the Foundation has to start the project by October, per SHPO. Mr. Baker noted that the Foundation needs to get the volunteers coordinated with the construction businesses. He added that it may be five to six months before the headframe will stand up again. He stressed that the Foundation will try to get everything done as fast as possible so that they only have to rent the equipment for the shortest time necessary.

Don Southwick explained that a lot of the work is depending on decisions made by SHPO. He added that \$100,000 is not enough to complete the restoration. He noted that they might be able to do the work in two years but it could also turn into three years.

Mr. Kaminski asked if there are other grants available. Ms. Bombard replied that the Foundation is looking into other funding sources. Mr. Southwick stressed that the Foundation is fundraising as well. Ms. Bombard pointed out that the Foundation is able to apply for more funding through SHPO during the next grant cycle.

Jerry Elliston motioned to approve the plans to refurbish/restore the Silver Top headframe located on Town property as presented by the Tonopah Historic Mining Park Foundation. Roni Link seconded. No further discussion. Motion carried 3-0.

6. Discussion, deliberation and possible action to approve the use of Joe Friel Sports Complex for the Fall 2018 Grange Youth Soccer program.

Jacob Stritenberger stated that Grange would like to use Joe Friel Sports Complex for soccer practices. He added that they might start as early as the following week and, weather permitting, will practice through the end of October. He pointed out that he has been scheduling games with other towns but will be using the football field for those games as he is concerned about the fields' condition due to gopher holes. He emphasized that the liability is a concern for him as he just recently broke his arm while playing softball on the fields. Administrative Manager Chris Mulkerns replied that maintenance is trying to stay on top of the gopher holes and that Account Representative Becky Braska is researching permanent solutions that would eliminate the gopher problem. Mr. Stritenberger pointed out that if the little kids get hurt, it would fall on Grange.

Vice-Chairman Don Kaminski asked if the user fee was discussed with Town staff. Deputy Town Clerk Kat Galli clarified that the Town never charges community organizations for the use of Town facilities. Mr. Kaminski pointed out that Grange will have to coordinate practices with the softball league. He asked how many sets of keys and control boxes they will need. Mr. Stritenberger replied that they only need keys for the bathrooms. Mr. Kaminski asked about the insurance requirement. Ms. Galli replied that the Board typically sets the requirement of \$1 Million. She pointed out that she will discuss with Mr. Stritenberger what the certificate will have to list.

Jerry Elliston asked what age range soccer is offered for. Mr. Stritenberger replied that soccer is for children 5 years old through fifth grade.

Jerry Elliston motioned to approve the use of Joe Friel Sports Complex for the Fall 2018 Grange Youth Soccer program, as discussed. Roni Link seconded. No further discussion. Motion carried 3-0.

4. Review and approval of minutes, in context, from the regular meeting held July 25, 2018.

Jerry Elliston motioned to approve the minutes, in context, from the regular meeting held July 25, 2018. Roni Link seconded. No further discussion. Motion carried 3-0.

5. Review and approval of minutes, in context, from the regular meeting held August 8, 2018.

Jerry Elliston motioned to approve the minutes, in context, from the regular meeting held August 8, 2018. Roni Link seconded. No further discussion. Motion carried 3-0.

8. Discussion, deliberation and possible action to authorize Town staff to act as subgrantee/ fiscal manager of the Project Magic/Positive Actions Grant which provides afterschool programs for children ages 7 to 18.

Administrative Manager Chris Mulkerns explained that this grant is in its third year and the Town is basically just a passthrough for the money. She added that the Town is paying two employees out of the Town Administration fund. In addition to payroll cost, there is cost for operating supplies, training, and travel. She emphasized that the Town asks for reimbursements every month. She noted that the grant total is a little over \$27,000.

Jerry Elliston motioned to authorize Town staff to act as subgrantee/ fiscal manager of the Project Magic/ Positive Actions Grant which provides afterschool programs for children ages 7 to 18. Roni Link seconded. No further discussion. Motion carried 3-0.

9. Discussion, deliberation and possible decision to approve purchase of a file server.

Administrative Manager Chris Mulkerns explained that this issue came up when the new computers were installed at the office. IT recommended getting a file server for backups. This way all files would be accessible if a computer were to crash. Vice-Chairman Don Kaminski asked what fund this expense would be paid out of. Ms. Mulkerns suggested splitting the cost between all departments as everyone will benefit from it. Board Member Roni Link asked if this will improve our feed retention from the video surveillance at the fire house. Ms. Mulkerns replied that she is not sure. She pointed out that the past problem was that someone changed the password. Ms. Link stressed that it should only be one person being able to get into the room with the video surveillance system. Ms. Mulkerns noted that it should possibly only be Mike Klein and her. Clerk Jerry Elliston asked if the server will do automatic backup to which Ms. Mulkerns replied that it does.

Roni Link motioned to approve purchase of a file server. Jerry Elliston seconded. No further discussion. Motion carried 3-0.

10. Discussion, deliberation and possible action to approve scope of work for Convention Center parking lot design.

Utility Manager Joe Westerlund explained that he contacted a parking lot design company about the Convention Center's main parking lot and side parking lot. He sent pictures to the company and explained to them what the Town wanted. He added that the company designs the most efficient in and out ways and getting the most parking lots out of it. He pointed out that the Belvada owners might be willing to share the cost as they will have to use parking lot. Administrative Manager Chris Mulkerns stressed that the Town would need an agreement with them. Vice-Chairman Don Kaminski stated that he would want something in writing. He asked if the Town has thought of including the Union Plaza Parking Lot as part of the design. Ms. Mulkerns replied that the Town is looking into adding a park area as part of the parking lot and has not decided on plans yet. Board Member Roni Link noted that there will be more efficient parking with marked parking spots.

Stretch Baker stated that the Nye County Road Department is going to patch some roads and sidewalks very soon. He stressed that he, would like to know the plans before they make changes to the sidewalk and height of streets, etc. Mr. Westerlund replied that the Town wants to get a head start before the Belvada opens. Mr. Kaminski agreed and pointed out that the Belvada will have 40 rooms.

Ms. Link pointed out that some of that parking lot is used by the doctor's office. Mr. Westerlund replied that if you look at the assessor's map, they own between 10 and 15 feet from the back of their building. He added that the Town might have to have the property surveyed. Mr. Kaminski suggested getting the doctor's office involved in the process. Mr. Westerlund noted that the Town needs to take into consideration who is using the parking lot apart from Convention Center visitors. He emphasized that the first step was to get a scope of work and quote. Step two would be to contact the Mizpah/ Belvada, Fire Station II, and the doctor's office. He suggested having a workshop and hand delivering an invite to the involved parties. Ms. Link pointed out that the use will be different due to what time and days everyone needs parking. Mr. Kaminski emphasized that striped parking will allow for more vehicles to park.

Tonopah resident Cindy Kaminski asked how much the design will cost. Mr. Westerlund replied that the scope of work will cost \$5,000. Ms. Mulkerns added that it is her understanding that this includes the design work for both parking lots. Mr. Westerlund clarified that the cost might increase if the company has to travel to Tonopah. He questioned whether the Town should host a workshop before moving forward. Clerk Jerry Elliston noted that a workshop might not be necessary if all users are being involved in the process. Mr. Westerlund replied that he can contact everyone and get their input. Mr. Elliston emphasized that the Town needs a quote for the construction cost. Mr. Kaminski stressed that he wants something in writing that the Clines (Mizpah/ Belvada owners) will contribute as this will benefit them more than anyone else. Ms. Link suggested designing the main parking lot for compact cars and the side parking lot for trucks. Mr. Elliston stated that he thinks the Town should move forward with the design and ask the Clines to pay for part of the construction when the Town knows how much it will cost. He added that the Town should ask the doctor's office if the Town can include their share of the parking lot in the design. Stretch Baker pointed out that the Town should consider having a sidewalk.

This item was tabled.

11. Discussion, deliberation and possible action to approve advertising in the USA Today NASA Special Edition.

Deputy Town Clerk Kat Galli explained that she provided backup along with the item. She emphasized that the town got a very good deal on the ad as USA Today is offering the Town a huge discount. She showed the Board the Moon Special Edition so that they could see how big the different ad sizes would be. Ms. Galli pointed out that USA Today offered ad space to TravelNevada and will place the ads on the same page if TravelNevada decides to advertise as well.

Vice-Chairman Don Kaminski asked what the distribution of the Special Edition will be. Ms. Galli replied that there will be 100,000 printed copies and 5 million digital copies that will be distributed to all of NASA, to 70 Universities with aerospace programs, etc.

Clerk Jerry Elliston asked what the ad will look like. Tourism/Events Coordinator Shari Bombard showed the Board the ad proof and pointed out that the text will be altered a little.

Mr. Elliston asked if this is a one- time edition. Ms. Galli replied that it is and that USA Today wrote about Tonopah in 2004 naming them the #1 Stargazing Destination in the US. She stressed that the Town is still using that slogan for current ads. She emphasized that advertising in this specific issue will reach stargazing enthusiasts. Ms. Bombard added that this is targeted advertising as suggested by the Tonopah Marketing Strategy.

Mr. Elliston asked what funds this ad will be paid out of. Ms. Galli explained that she and Administrative Manager Chris Mulkerns have been discussing advertising options for the future and believe that the Town should budget more money into an advertising budget that is specifically for tourism advertising, not publications. This way the 5/8ths room tax fund can be solely used for room tax grants. Mr. Elliston stated that he thinks having one advertising budget for the Town is a good thing.

Board Member Roni Link asked when the vacant Tourism/Events Coordinator position will be filled. Ms. Mulkerns suggested talking about it under a different item.

Mr. Elliston asked what budget the ad would be paid out of this year. Ms. Galli clarified that it could be paid out of the 5/8ths room tax fund. Mr. Elliston asked what size ad the Town should do. Mr. Kaminski suggested a quarter page ad.

Don Kaminski motioned to approve advertising in the USA Today NASA Special Edition for \$2,500 for a quarter page ad using 5/8ths room tax funds. Jerry Elliston seconded. No further discussion. Motion carried 3-0. Mr. Elliston asked how Board Members can get a copy. Ms. Galli replied that she will find out. Mr. Elliston suggested purchasing multiple copies for the Town to give away. Ms. Galli noted that she will get a price.

12. Discussion, deliberation and possible action on Department Staff Reports:

- a) Town Administration
- b) Town Maintenance
- c) Fire Department
- d) Pool
- e) Parks
- f) Rodeo Grounds
- g) Joe Friel Sports Complex:
- h) Tonopah Historic Mining Park
- i) Convention Center
- j) Tourism/Events, Room Tax
- k) Capital Projects
- l) Tonopah Public Utilities – Water Fund: Administration, Operations, Distribution,
Transmissions, Wells
- m) Tonopah Public Utilities – Sewer Fund: Administration, Operations, Treatment Plant

Vice-Chairman Don Kaminski asked if the Visitor Center was open yet. Administrative Manager Chris Mulkerns replied that staff can possibly unlock it tonight. The Visitor Center is stocked with brochures, but the kiosk is not running yet. Account Representative Becky Braska clarified that the Town has not received the software to have the information loaded onto the electronic kiosk located inside the Visitor Center. Mr. Kaminski asked the other Members if the building should be unlocked with the kiosk having a sign that the information is coming soon. Clerk Jerry Elliston asked how long it will take before the kiosk is ready. Ms. Braska replied that the software is scheduled to arrive the following week. Mr. Kaminski stressed that the building of the Visitor Center was started in December and that it is now August and we are still waiting. He emphasized that the Town lost all the summer travelers and that he wants it open now. Mr. Elliston noted that he would like a dedication. Tonopah resident Cindy Kaminski stated that she thinks it is kind of a joke right now as it has been so long. Ms. Braska explained that the electronic kiosk only came with an operating system, not the necessary software to load all the information. Mr. Elliston stressed that it is a beautiful building but does not stand out. He noted that the Town needs to make it more visible. Ms. Braska pointed out that she can alert people through the reader board. Benches outside would make it more inviting. Deputy Town Clerk Kat Galli stated that the Visitor Center can be tagged on google maps which will help visitors find it. Mr. Kaminski suggested that the building will be opened now. There should be a grand opening later when it is ready. He stressed that the Town has so many things the Board needs to thank volunteers and employees for. He proposed having a BBQ. Mr. Elliston asked if the building will be unlocked 24 hours a day. Ms. Braska replied that it should be as travelers come through Town at all times. Mr. Elliston stated that the Town should consider surveillance cameras for the building. Board Member Roni Link added that a lot of people have been asking for a 911 call box. She asked if there is a possibility this could be placed at the Visitor Center.

Mr. Elliston pointed out that he likes to receive written staff reports. He asked what it means that the "WWTP pond was floated". Utility Manager Joe Westerlund clarified that WWTP stands for wastewater treatment plant. Board Member Roni Link asked what "floated" means. Mr. Westerlund replied that staff takes a boat out with a 15-foot sludge judge to measure the amount of sludge on the bottom of the pond. He stressed that this is very critical.

Mr. Kaminski asked if the pool was still open. Ms. Mulkerns replied that the last day was August 11th and the last day for the morning swim was August 16th. Utility Manager Joe Westerlund pointed out that the boiler inspection was postponed until September 11th.

Mr. Kaminski asked if the fireworks area and Joe Friel Sports Complex were cleaned up. Ms. Mulkerns replied that she thinks everything was removed. She noted that she will have to find out why the fireworks tubes were left. She emphasized that Town Maintenance can help move those, if needed. Mr. Kaminski stated that he will talk to Chief Elliott.

Mr. Elliston noted that he is seeing some complaints about Hoss not picking up extra trash even though customers are being charged for it, and even though Hoss lists this service on their website. Ms. Mulkerns replied that she will call Hoss and find out why they are not picking up the extra trash. She clarified that this service is not part of the franchise agreement between Hoss and the Town.

Mr. Kaminski asked what the Town is planning on doing with the vacant Tourism/Events Coordinator position. He stressed that the job description needs to be updated. Ms. Mulkerns replied that she provided the job description to Ms. Bombard for review. Ms. Bombard stated that she will look at it. Ms. Kaminski asked if the Town can internally promote somebody into a position. Ms. Mulkerns clarified that this is a possibility and that this is how Ms. Bombard was hired for the position. She added that she would post the job internally for all employees and see if the Town can find somebody.

Mr. Kaminski pointed out that a workshop has been scheduled for October 12th to look into the possibility of hiring a Town Manager.

13. Correspondence

POOL/PACT HR Alert: 9th Circuit Ruling Acquisition of Salary History to Set Starting Pay, August 7, 2018

Nye County Board of County Commissioners Meeting Agenda, August 21, 2018

Letter to Town Board from Bob Weaver re: Tonopah Memorial Swimming Pool, August 16, 2018

Letter to Hoss Disposal from Dennis McGaw re: trash pick-up, August 2018

Press Release: Nevada's Top Five Summer Experiences in 2018, July 17, 2018

Beatty Town Advisory Board Meeting Agenda, August 27, 2018

VFW: Patriot's Pen Flyer and Sign-Up Sheet, 2018

VFW: Voice of Democracy Flyer and Sign-Up Sheet, 2018

Deputy Town Clerk Kat Galli pointed out that there was a nice letter to the Town about the pool. Board Member Roni Link asked if the note can be posted on the website. Account Representative Becky Braska replied that she can. Administrative Manager Chris Mulkerns added that pictures could be posted as well. Tonopah resident Cindy Kaminski pointed out that complaint letters should also be posted so that the Town can answer to people online.

14. Approval of vouchers for payment.

Vice-Chairman Don Kaminski asked if the Tonopah Volunteer Fire Department received their stipend monthly which Administrative Manager Chris Mulkerns confirmed. Deputy Town Clerk Kat Galli pointed out that the stipend has been increased to \$2,000. Clerk Jerry Elliston asked if Chief Elliott has bought the turnouts yet. Mr. Kaminski replied that the Chief is getting everyone's sizes.

The Board reviewed and signed the vouchers. Jerry Elliston motioned to approve the vouchers as presented for payment. Roni Link seconded. No further discussion. Motion carried 3-0.

15. Announcements

Administrative Manager Chris Mulkerns noted that the Town has two Rural Roundup wine glasses for each Board Member.

Board Member Roni Link stated that she was on a transport run with REMSA who informed her that they purchased the telemedicine console for their ambulance which will allow access to a physician 24/7. She added that the “Spillman” system might help as well. Vice-Chairman Don Kaminski noted that the Town is trying to purchase “Spillman” for the new rescue truck.

Ms. Mulkerns pointed out that the Rocky Mountain Elks Foundation (RMEF) Banquet and the Starry Nights Arts Festival will be held this Saturday.

16. Public Comment

Tourism/Events Coordinator Shari Bombard noted that the Starry Nights Arts Festival will be held Saturday from 5 p.m. to 10 p.m. at Joe Friel Sports Complex and the Stargazing Park. She pointed out that it was advertised in the Nevada Magazine, on KIBS Radio, in the local newspaper, and online.

Vice-Chairman Don Kaminski stated that the RMEF Banquet will be held Saturday starting at 5 p.m. with the dinner starting at 6 p.m. He apologized to Ms. Bombard for organizing it on the same day as this was a last-minute decision. Tonopah resident Cindy Kaminski suggested coordinating events with the Convention Center staff in the future so that they can alert people who are planning an event that there is something else going on. Administrative Manager Chris Mulkerns pointed out that the Town will soon have an electronic calendar accessible for all staff members to add events and reservation for the Convention Center.

Cindy Kaminski stated that the VFW Auxiliary is hosting the annual essay contests for middle schoolers and high schoolers again. She pointed out that the middle schoolers can get a \$5,000 award if they go to the national final. The first, second, and third locally get money as well. The high schoolers can get a \$30,000 award nationally. The first, second, and third locally get money as well. She handed flyers to staff for distribution. She added that the essays are due by November 1st.

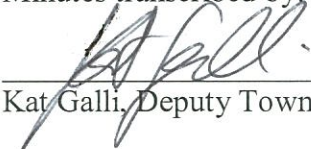
Board Member Roni Link stated that Aimee Thompson won the contest to design the logo for the Northern Nye County Hospital District Board. She pointed out that Ms. Thompson used the outline of the district as part of the logo.

Vice-Chairman Don Kaminski noted that he would like to thank Tourism/ Events Coordinator Shari Bombard on behalf of the Town and staff for what she has done for the Town and the tourism industry in the last couple of years. He stressed that they appreciate what she has done and added that he hopes her new job is everything she wants it to be. Utility Manager Joe Westerlund asked who will review grant applications from the Town of Tonopah. Shari Bombard replied that she will review all applications, including those of Tonopah. Roni Link wished Ms. Bombard good luck and emphasized that the Town will miss her. Clerk Jerry Elliston pointed out that Ms. Bombard did a great job. Ms. Bombard thanked the Board.

17. Adjourn

The meeting adjourned at 7:52 p.m.

Minutes transcribed by:



Kat Galli, Deputy Town Clerk

Approved:

Duane Downing, Chairman

Don Kaminski, Vice-Chairman



Jerry W. Elliston, Clerk



Rhonda S. Link, Member



Michael Sain, Member

TONOPAH LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
AUGUST 22, 2018
Tonopah Convention Center
301 Brougher Avenue, Tonopah, NV 89049

Tonopah Library Board of Trustees Chairman Don Kaminski called the meeting to order on August 22, 2018 at 6:31 p.m. Also present were Clerk Roni Link and Trustee Jerry Elliston. Vice-Chairman Mike Sain and Trustee Duane Downing were absent. Seventeen others were in attendance.

1. Public Comment

None.

2. Announcements

None.

3. Library Board Member's/ Department Manager's Comments

Deputy Town Clerk Kat Galli pointed out that Chairman Kaminski told her it is a problem for attendees and staff members that the Library Board meeting is scheduled for 6:15 p.m. but typically does not start until later. She asked if the Board would want to schedule the meeting for a later time. Trustee Jerry Elliston replied that he thinks the Board should try to start the meeting at 6:15 p.m., if possible. Ms. Galli noted that the reason the meeting has been started later is due to decisions on the Library side that were directly connected to decisions on the Town side. Making the Town decision first makes more sense. Administrative Manager Chris Mulkerns stressed that the Board can recess to the Library any time after 6:15 p.m., but if they scheduled it for 6:30 p.m., they would not be able to recess to the Library Board before that scheduled time. The Board decided to leave the meeting time at 6:15 p.m.

Chairman Don Kaminski asked if staff had heard anything from the architect. Acting Librarian Dianne Ryals stated that she provided them with the information they asked for. She added that they wanted to know shelving requirements, what the Library currently has, how many books they have, etc. She emphasized that they are always moving books so the architect needs to plan faster. Administrative Manager Chris Mulkerns pointed out that Ms. Ryals was very clear on what she wanted. Trustee Jerry Elliston suggested discussing details at meetings in the future so that the requested work is recorded in the minutes. Ms. Mulkerns clarified that the scope of work was very detailed.

4. Review and approval of minutes, in context, from the regular meeting held July 25, 2018.

Jerry Elliston motioned to approve the minutes, in context, from the regular meeting held July 25, 2018. Roni Link seconded. No further discussion. Motion carried 3-0.

5. Review and approval of minutes, in context, from the regular meeting held August 8, 2018.

Jerry Elliston motioned to approve the minutes, in context, from the regular meeting held August 8, 2018. Roni Link seconded. No further discussion. Motion carried 3-0.

6. Discussion, deliberation and possible action on Library Staff Reports:

- a) Library
- b) Historic Library

No discussion or comments.

7. Correspondence

None.

8. Approval of vouchers for payment.

The Board reviewed and signed the vouchers. Jerry Elliston motioned to approve the vouchers as presented for payment. Roni Link seconded. No further discussion. Motion carried 3-0.

9. Announcements

None.

10. Public Comment

Acting Librarian Dianne Ryals explained that the Library has Spanish speaking patrons who have difficulties learning English. She pointed out that the Library now has Spanish eBooks to check out for 21 days. She stated that one of the patron's daughters was listening to a Dr. Seuss book while reading along. She added that eBooks will allow customers to download books for 21 days which will reduce the risk of books not being returned.

Chairman Don Kaminski suggested placing an ad in the local newspaper so that patrons are aware of the new offers. Trustee Jerry Elliston added that it should be posted on social media. Mr. Kaminski noted that he will contact the local newspaper.

11. Adjourn

The meeting adjourned at 6:42 p.m.

Minutes transcribed by:



Kat Galli, Deputy Town Clerk

Approved:

Don Kaminski, Chairman



Michael Sain, Vice-Chairman



Rhonda S. Link, Clerk

Duane Downing, Trustee



Jerry Elliston, Trustee

